ATTACHMENT A
PROJECT PERFORMANCE METRICS (DRAFT)

REASoN projects are required to collect and report on the metrics noted in Table A. These data will be reported from the projects on a monthly basis with six month and yearly aggregations of data to coincide with interim reporting obligations. The metric data provided by the REASoN projects, once aggregated, will be made available for public inspection. In addition to the specific metrics listed here, REASoNs are expected to help aid in the development of new metrics through the Metrics Planning and Reporting Working Group and may need to provide additional data beyond those in Table A.

TABLE A: Metrics to be reported by the REASoN project.

	Metric	Definition and Implementation
1	Number of Distinct Users	The number of distinct individual users (based on non-duplicated IP addresses) who request and/or receive products, services and/or other information during the reporting period.
2	Characterization of Distinct Users Requesting Products and Information (by Internet domain)	Classes of users who obtain products and services from the project. The metric will show the relative proportion of users accessing data and services from a) first-tier domains: .com, .edu, .gov, .net, .mil, .org, summary of foreign countries, and unresolved , and b) second-tier domains, such as "nasa.gov", "unm.edu", etc.
3	Number of Products Delivered to Users	The number of separately cataloged and ordered data or information products delivered to users during the reporting period (by project-defined product ID). A 'product' may consist of a number of items or files that comprise a single item in a product catalog or inventory; our intent is to capture the user view of the products provided by the project (e.g., Suppose a Vegetation Index map is a type of product that is generated and kept track of in the inventory on a regional and monthly basis. Then, if 30 users receive a Vegetation Index map of the Eastern U.S. for September 2001 count them as 30 products delivered).
4	Number of Distinct Product Types Produced and Maintained by Project	A product type refers to a collection of 'products' of the same type such as "sea surface temperature" products. The project may add many or few product types through time but these should be tracked independent of the number of 'products' delivered. (This metric is not expected to change frequently and may not require updates on a monthly basis).
5	Volume of Data Distributed	The volume of data and/or data products distributed to users during the reporting period (in GB or TB as appropriate).
6	Total Volume of Data Available for Research and Other Uses	The total cumulative volume, as of the end of the reporting period, of data and products held by the project and available to researchers and other users (GB or TB). This number can include data that is not on-line but is available through other means.

	Metric	Definition and Implementation
7	Delivery Time of Products to Users	Response time for filling user requests during the reporting period. Averaged and standard deviation summary times are to be collected for both electronic (including subscription services) and physical hard media transfers.
8	Support for the ESE Science Focus Areas *(when applicable)*	The REASoN projects will include a quantitative summary of the data products supporting one or more of NASA's science focus areas, and report any changes at the next monthly metrics submission. The focus areas are: weather, climate change and variability, atmospheric composition, water and energy cycle, Earth surface and interior, and carbon cycle and ecosystems.
9	Support for the ESE Applications of National Importance *(when applicable)*	The REASoN projects will include a quantitative summary of the data products supporting one or more of NASA's Applications, , and report any changes at the next monthly metrics submission.. The 12 applications areas are: agricultural efficiency, air quality, aviation safety, carbon management, coastal management, ecosystems, disaster preparedness, energy forecasting, homeland security, invasive species, public health, and water management.
10	Support for ESE Education Initiatives *(when applicable)*	In partnership with the Study Manager the REASoN project will submit data pertaining to the adoption and use of educational products by noted audience categories (to be determined by project and study manager). These groups can include higher education, K-12, museums, informal education, and others as appropriate.

Project Product Mapping

To establish a baseline for the assessment of products and their support of NASA's science and applications' goals all REASoN projects will prepare an initial list of the current and pending products to be made available. The Studies Manager will work with the REASoN project to map these products and services to one or more of the six Science Focus Areas and/or the twelve Applications of National Importance and Education. Monthly reporting of Metric #3 will map the products distributed by the project to the pertinent focus area , application or education user category.

How To Submit Metric Data

The REASoN projects will provide the metric information described above using a NASA designated Internet portal. This on-line tool will allow REASoN project representatives to enter the requested data into a web form and data base that stores this information for later viewing and retrieval. These data must be entered from 7-10 days following the end of the month. The location of the REASoN metric web portal will be provided to each REASoN project by a NASA representative. Only designated NASA representatives will have access to individual project metric data. If technical issues develop where project metric data cannot be added using the web tool, you will be asked to submit this information via email to a NASA representative or studies manager.